

Board Policy G-1: Administrative Responsibilities



REFERENCES

[Utah Code Ann. §53G-4-402\(1\)\(f\), Powers and Duties Generally \[of Local School Boards\]](#)

[Utah Admin. Code R277-530, Utah Effective Teaching and Educational Leadership Standards](#)

THE POLICY

The Salt Lake City School District Board of Education recognizes and supports the district leadership team. The purpose of this policy is to describe the authority, expectations, and responsibilities of district administrators.

The superintendent and all district administrators constitute the district leadership team. They are responsible for and have authority over the actions of their students, employees, volunteers, visitors, and other individuals hired to provide services to the district or its schools. Subject to the reserved powers of the board, in determining the appropriate level of responsibility and authority for administrators, the board intends for administrators to be given the authority to make the decisions necessary to perform their assigned tasks. In the performance of their duties, administrators are governed by all applicable state and federal laws, administrative rules, board policies, and district administrative procedures.

Principals are given and must assume administrative authority; they are the educational administrators and managers of their schools. Subject to the superintendent's direction, principals are responsible for the operation and management of their schools and school property, and the evaluation and supervision of the school's instructional programs. Supporting students in achieving academic excellence requires that principals work collaboratively to lead and nurture all members of the school staff and to communicate effectively with parents, members of the community, and colleagues in other schools. A principal's responsibilities include planning, curriculum development, program evaluation, extracurricular activities, personnel management, financial management, emergency procedures, resource scheduling, and facilities operation.

The superintendent has full authority to establish any committees, councils, or task forces needed to provide for the efficient conduct of district business or to address a specific subject or issue. The membership, composition, and responsibilities of such committees, councils, or task forces will be defined by the superintendent and may be changed at the superintendent's discretion. The superintendent will be responsible for submitting to the board any district committees whose creation or membership is required by law to be approved by the board.

No district employee or student shall be subjected to discrimination in employment or any district program or activity on the basis of age, color, disability, gender, gender identity, genetic information, national origin, pregnancy, race, religion, sex, sexual orientation, or veteran status. The district is committed to providing equal access and equal opportunity in its programs, services and employment including its policies, complaint processes, program accessibility, district facility use, accommodations and other Equal Employment Opportunity matters. The district also provides equal access to district facilities for all youth groups listed in Title 36 of the United States Code, including scouting groups. The following person has been designated to handle inquiries and complaints regarding unlawful discrimination, harassment, and retaliation: Tina Hatch, Compliance and Investigations/Title IX Coordinator, 440 East 100 South, Salt Lake City, Utah 84111, (801) 578-8388. You may also contact the Office for Civil Rights, Denver, CO, (303) 844-5695.